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**CITY OF MEDINA**  
**PLANNING COMMISSION MEETING**

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January 4, 2005  
7:00 p.m.

Medina City Hall  
501 Evergreen Point Road

**CALL TO ORDER**

January 4, 2005, Planning Commission meeting called to order by Chair  
Lostrom, 7:09 p.m.

**ROLL CALL**

Present: Chair Mark Lostrom, Vice Chair Mark Nelson  
Commissioners: Robert Brog, Holly Greenspoon,  
Bret Jordan, Jim Lawrence, and Debra Ricci

Staff Present: Joseph Gellings, Director of Development Services; Rachel  
Baker, Administrative Assistant

**ANNOUNCEMENTS**

Lostrom welcomed new Planning Commissioner, Debra Ricci.

Gellings introduced Roger Wagoner from Berryman and Henigar. Wagoner  
attended meeting in place of consultant, Paul Inghram. Dan Nickel, consultant  
from The Watershed Company, was also in attendance.

**MINUTES**

MOTION JORDAN, SECOND NELSON TO ACCEPT MINUTES FROM  
DECEMBER 7, 2004 PLANNING COMMISSION MEETING AS PRESENTED,  
MOTION PASSED UNANIMOUSLY, 7:11 P.M.

**DISCUSSION**

**Comprehensive Plan and Critical Areas Ordinance**

**Comprehensive Plan**

**Land Use Element**

Goals (7:16 p.m.)

LU-G1 through LU-G3; approved as written.

LU-G4:

- Delete “historical”, all commissioners agreed
- Lostrom recommended defining term “historical” at future meeting.

Policies (7:22 p.m.)

LU-P1 through LU-P3, and LU-P8 through LU-P11; approved as written.

LU-P4:

- Commissioners recommended defining term “historical”.

LU-P5:

- Commissioners agreed changing “store” and “grocery” to “grocery store”.

LU-P6:

- Commissioners suggested future review of conditional use permit language, however, Council direction needed.

LU-P7:

- Commission agreed to change “may be implemented” to “it seeks to have implemented”

### ***Natural Environment Element***

Goals (8:08 p.m.)

NE-G1 through NE-G3; approved as written.

Policies (8:09 p.m.)

NE-P1, NE-P2, NE-P4 through NE-P10; approved as written.

NE-P3:

- Commission agreed to change “should” to “shall”.

### ***Shoreline Management Sub-Element*** (8:15 p.m.)

Commission agreed to include “Medina will evaluate approved WRIA 8 Study or other cooperative programs, with similar goals, for possible incorporation into its Shoreline Management Master Plan.”

## ***Community Design Sub-Element (8:16 p.m.)***

### Goals

CD-G1 and CD-G2; approved as written.

### Policies

CD-P1 and CD-P2, CD-P4 through CD-P6; approved as written.

#### CD-P3:

Commission agreed to:

- Add “and or replace with suitable trees” to end of policy.
- Change references to “arterial” to correspond with new street classifications.
- Add “Medina’s highly visible streets, as identified in Medina’s Landscape Plan as arterials”, as a housekeeping change.

## ***Housing Element (8:28 p.m.)***

### Goals

H-G1 and H-G2; approved as written.

Commission agreed to change from “To” to “The City” for consistency, as housekeeping item.

### Policies

H-P1 through H-P3, H-P5 through H-P8, and H-P10; approved as written.

#### H-P4:

- Commission agreed changing to “when homes are constructed such that may potentially have no feasible resale market as a single-family residence owners should be aware that this should not set the stage for the conversion to a non-residential use”.

#### H-P9

- Lostrom suggested Gellings reword administratively, utilizing language, which appears more often in statutes.

#### H-P11:

- Commission agreed to delete “for”.

Commission agreed to add H-P 12:

- “The City shall discourage lot aggregation that exceeds typical lot size, and does not exceed the scale and character of the neighborhood.”

- Lostrom recommended using term “aggregation” in place of “agglomeration” throughout documents.

### ***Transportation and Circulation Element (8:43 p.m.)***

#### Goals

T-G1, T-G3 through T-G7; approved as written.

#### T-G2:

- Commission agreed to leave “bicycle” in goal.

#### Policies

T-P1, T-P3, T-P5 through T-P8 and T-P11; approved as written.

#### T-P2:

- Commission agreed to change into two statements: “The priority in the development of the pedestrian network should be connecting the schools, parks, transit and community facilities.” and secondly, “When the City builds new sidewalks, it will adhere to accepted safe-design practices”.

#### T-P4:

- Commission agreed to begin, “New sidewalks, trails or pathways shall be designed and landscaped”.

#### T-P9:

- Commission agreed to change “Trans Lake Washington Study” to “SR-520 Bridge Replacement and HOV Project”.
- Commissioners agreed to change “should” to “shall”.

#### T-P10:

- Commissioners agreed to add “at a minimum retaining the current number and location of transit stops”.

#### T-P12:

- Commissioners agreed to change “should” to “shall”.

#### T-P13:

- Commissioners agreed to change “should” to “shall”.

#### T-P14:

- Commissioners agreed to change “should” to “shall”.

Commissioners agreed to add T-P15:

- “City shall maintain consistency with federal highway safety for classification of streets.”

## ***Parks and Open Space Element (8:57 p.m.)***

### **Goals**

PO-G1, PO-G2; approved as written.

### **Policies**

PO-P1:

- Commission agreed to delete “piers”, and add “waterfront access”.

PO-P2 through PO-P7; approved as written.

## ***Capital Facilities Element (9:04 p.m.)***

### **Existing Conditions**

- Nelson recommended neighboring cities and towns consistently referenced throughout document, as a housekeeping issue.
- Commission agreed to delete “13-person” from line 34, page 50.
- Commissioners agreed to modify sentence beginning on line 29, page 50, to “Some City functions contracted by outside vendors.”
- Commissioners agreed to clarify description “is for carrying capacity” on page 50.
- Commissioners agreed to delete sentence beginning on line 77, page 50 and ending with line 80, page 51.

### **Goals**

G1:

Commission agreed to add “cost-effective”.

### **Policies**

LU-P3 through LU-P9; approved as written.

CF-P1:

Commission agreed to remove “current” and replace with “projected needs”.

CF-P2:

Commission agreed to change to: “The City Council may periodically evaluate the adequacy of city facilities. If there is any consideration of the development of new, or the expansion of existing facilities, a full comprehensive financial analysis, including a cost justification, must be completed before any proposal is

recommended to the Council.”  
CF-P8 and CF-P9:  
Commissioners agreed to delete.

### ***Utilities Element (9:31 p.m.)***

#### *Existing Conditions*

Commissioners agreed to change US West to Qwest, line 35, page 59, for consistency throughout document

#### *Utilities Planning*

Commissioners agreed to rename sentence beginning line 13, page 60 as new policy statement, identified as UT-P5.

#### *Goals*

UT-G1 and UT-G2, approved as written.

Commissioners agreed to add a third goal, UT-G3:  
“To improve the aesthetics of City streets and enhance both reliability and safety, the City should adopt a long-term goal of under-grounding all overhead utilities.”  
(11:23 p.m.)

#### *Policies*

UT-P1, UT-P3 and UT-P4, approved as written.

UT-P2:  
Commissioners agreed to alter statement to read, “The City shall provide leadership and develop a plan and encourage progress for the under-grounding of remaining above-ground utility lines.”

Commissioners reviewed letters and comments addressed by Medina residents. Discussion followed.

*Lostrom announced the Planning Commission break at 10:08 p.m. Lostrom called the meeting to order at 10:23 p.m.*

Ricci left meeting during the break.

Prior to reviewing Critical Areas Ordinance, Gellings requested approval to change “Medina Golf Course” to “Overlake Golf and Country Club” as housekeeping item. Commission consented to change.

**Critical Areas Ordinance** (10:23 p.m.)

Discussion of the Critical Areas Ordinance produced the following Commission-approved changes.

**18.12.110:**

- Page 12, Section C, Line 7: add “and east”
- Page 12, Section D, Line 27: consistent use of “hazardous tree” versus “hazard tree”. (Nickel stated it would be a good idea to define “hazardous tree” in reference).
- Page 12, Section D, Line 23: change “watercourses” to “streams”

**18.12.130:**

- Gellings conveyed he would review Reasonable Use side by side with zoning code for synchronization.
- Gellings suggested adding word “replacement” after “reconstruction”, as housekeeping item. Commissioners agreed to change.
- Nelson recommended a Land Use attorney review ordinance to satisfy residents concerns.

**18.12.310:**

- Page 23, Section D2, line 13; Commission agreed to change wording in first portion of sentence to “The following incentive options for reducing the buffer shall be considered cumulative up to a maximum reduction of 50% of the base buffer”.

**18.12.340**

- Page 28, Section 5, Line 5; Commission deferred inclusion decision for “Tsunami Hazard Areas” to staff.

Lostrom suggested consultants use Nelson’s document referencing additional comments when updating next draft.

Gellings conveyed an updated draft would be sent to Commissioners prior to next meeting.

## **ADJOURNMENT**

MOTION AND SECOND TO ADJOURN JANUARY 4, 2005, PLANNING COMMISSION MEETING, MOTION PASSED UNANIMOUSLY 11:32 P.M.

January 4, 2005, Planning Commission meeting adjourned, 11:32 p.m.

A special public hearing to address the Comprehensive Plan and Critical Areas Ordinance is scheduled for Tuesday, January 25, 2005, 7:00 p.m.

The next regular Planning Commission meeting is scheduled for Tuesday, February 1, 2005, 7:00 p.m.

Minutes taken by:

Rachel Baker  
Administrative Assistant